

**MINUTES OF THE MEETING OF THE WHITCHURCH HIGH SCHOOL GOVERNING BODY HELD
AT THE SCHOOL ON 27TH JANUARY 2020**

PRESENT	Joyce Slack	Foundation (Chair)
	Sian Hopkins	Foundation
	Max Vine	Foundation
	David Collins	Foundation
	Dr Paul Bulpin	Community
	Denise Kelland	Community
	David Roylance	Community
	Hayley Jeans	Parent
	Ashley Collins	Parent
	Ceri Reed	Parent
	Kelly Vanstone	Parent
	Lisa Williams	Parent
	David Greaves	Parent
	Nicola Davies	Local Authority
	Mark Powell	Headteacher
	Nick John	Teacher
	Noreen Linforth	Teacher
	Richard Burge	Staff
	Michael	Associate Pupil
	Kate	Associate Pupil
	Scott Britt	Deputy Head (Observer)
	Gareth Coombs	Clerk to the Governors

29 APOLOGIES

Ian Mcilquham; Steve Williams.

30 ASSISTANT HEADTEACHER PRESENTATION – Lauren Sharpe

Lauren is the Assistant Headteacher responsible for Stage 3 and had the role of leading the School Pastoral Team.

A full presentation was given regarding the role and the following main points of the presentation were noted with interest:-

Year 9

- The role and use of the ACE Room was explained. The effect of this initiative had proved very positive.
- Attendance in year 9 was 94.3%. Hopefully this would improve.
- Numbers on roll in year 9 was 407 pupils of which 13% (56) pupils had used the ACE Room.
- There had been 7 exclusions which amounted to 1% of year 9.
- The Free School Meals gap was narrowing.

- Academic trading was undertaken in year 9.
- The process whereby year 9 pupils made their options and choices of subjects to study next year was explained.

Year 8

- In year 8 there were 404 pupils with 12% of pupils (52) making use of the ACE Room.
- Attendance in year 8 was 95.2% which hopefully would improve.
- There had been 4 exclusions in year 8 which was less than 1% of the total pupil numbers in that year. Academic trading was undertaken on all core 3 subjects in year 8.

Year 7

- There were 401 students in year 7 with 12 mainstream forms with 8% (35) of pupils making use of the ACE Room.
- There had been 2 exclusions which was less than 1% of pupils in year 7.
- Attendance in year 7 was 96.23%.
- The process of the PPA transition programme was explained.
- With regard to admissions the school had taken 36 pupils from a total of 23 primary schools.
- Academic trading was undertaken in year 7.

It was noted that the total number of exclusions in key stage 3 was down by 49%. This was to be commended.

There were more FSM pupils in key stage 3 than the rest of the school.

Next Steps

In order to make further progress and maintain improvement, Lauren felt that the following steps should be taken:-

- To consider the need for new transition arrangements.
- To continue to develop wellbeing provision.
- To work with CHO to place pupils appropriately in key stage 4.

Following discussion regarding the number of feeder schools from which pupils had been admitted to the school, governors felt that some statistics regarding the reason why parents of pupils from outside feeder schools had chosen Whitchurch High School for their children would be interesting if the school was able to provide this information.

The Chair thanked Lauren for a very full and informative presentation.

31 MINUTES

The minutes of the last meeting held on 18th November 2019 were confirmed as a correct record.

32 MATTERS ARISING

(i) Minute 23: Policies – Behaviour and Achievement Policy – Following discussion regarding any possible amendment to the policy, it was

AGREED That the Behaviour and Achievement Policy put forward by the school be adopted.

33 GOVERNOR MEMBERSHIP, COMMITTEE MEMBERSHIP AND TRAINING

The new governors had met with the Chair and were welcomed to the governing body.

With regard to membership of Committees, the following changes and additions to Committees was approved:-

- Admissions Committee
Ashley Collins and David Roylance to be members.
- Building and Estates Committee
Ashley Collins and Lisa Williams to be members.
- Capability Committee
Ceri Reed to be a member.
- Complaints Committee
Ashley Collins and Ceri Reed to be members.
- Curriculum and Achievement Committee
Lisa Williams to be a member.
- Finance Committee
David Collins to Chair the Committee.
- Pupil Exclusion Committee
Ceri Reed and Richard Burge to be members
- Staff Disciplinary and Dismissal Committee
Ashley Collins and David Greaves to be members.

The possibility of Governor Services providing training on Child Protection/Safeguarding at one session at the school for the whole governing body was raised and would be investigated.

34 COMMITTEE MEETINGS : FEEDBACK

(i) Admissions Committee – A verbal report was given. Written minutes would be filed at the school. The Committee had updated the draft Admissions Policy which was out for consultation. Feedback from the consultation exercise was expected by the end of March 2020. Following this, the draft Policy would be brought to the full governing body for consideration and approval.

(ii) Curriculum Committee – A verbal report was given. Written minutes would be filed at the school. The Committee had considered year 10 and 12 option numbers. Nick John provided a statistical report on the numbers. The year 11 option process was outlined and feedback from parents had been positive. The ILPP booklet had been modified. With regard to language provision, this was work in progress.

Updates regarding the New Curriculum had been considered and a new meeting structure had been reviewed.

With regard to overseas trips Sian Hopkins informed governors that the possibility of the school using a new travel company was under consideration.

(ii) Finance Committee : 27th January 2020 – A verbal report was given by David Collins. Written minutes would be filed at the school. As at the 9 month outturn, the school had been given authority to have a deficit of £367,000. However the good news was that the final outturn was expected to come in with a deficit of under £200,000. This was due to sound financial management.

The Headteacher reminded governors that a full governing body meeting would be required sometime during March 2020 to agree the budget for the new financial year. Following discussion it was

AGREED that the next full governing body meeting be held on 23rd March 2020 and that consideration of the budget should be an agenda item for that meeting.

(iii) Buildings Committee – A meeting had been held and written minutes would be filed at the school. It was felt that a verbal report should be given at the next full governing body meeting regarding the Buildings Committee meeting by Steve Williams, Estates Manager. Steve could not attend this meeting.

The Headteacher did express concern that the school would not have enough classrooms in the Upper School to cope with the expected increase in pupil numbers. Some new building was however planned and the Headteacher would keep governors informed of developments.

35 HEADTEACHER'S UPDATE : (FFT Aspire Report) – Mark Powell

The Headteacher tabled the fftaspire 2019 KS4 School Dashboard document which gave a statistical report on school performance data relating to Whitchurch High School. The Headteacher informed governors that the purpose of the document was to help governors to hold schools to account, support and challenge the leadership team and make informed strategic decisions.

The Headteacher took governors through the main points of the document which was intended to inform governors of the following issues:-

- How does attainment and pupil progress at the school compare to the national average?
- How the school was performing in different subjects?
- Were there any under-performing groups of pupils?
- How might the context of the school affect performance?
- How did pupil attendance compare to the national average?
- What were the strengths and weaknesses of the school?

The statistical data provided regarding the above questions was noted and explained by the Headteacher. It was felt that the school compared well with the national trend in all aspects. However the Headteacher would seek to ensure improvements in some areas and continued progress in others.

Governors felt that the statistical information provided had been very informative and useful.

36 MATHEMATICS ANALYSIS TRACKING TRENDS (MAINSTREAM ANALYSIS) YEAR 11

A statistical analysis and comparison of results from 2017 to 2020 was tabled and noted.

EFSM figures for 2020 were of concern as achievement was lower than in previous years. However the picture overall was encouraging.

The Headteacher assured governors that all situations would be closely monitored.

37 POLICIES

The following policies were adopted:-

- Child Protection Policy
- Relationship and Sexuality Education (RSE) Policy
- Attendance Policy (subject to amendment of point 3.2)
- Managing Violent and Abusive School Visitors
- Additional Learning Needs (SEN) Policy Statement

38 YOUNG CARERS : LINK GOVERNOR

This matter was raised by Lauren Sharp, Assistant Headteacher, on behalf of Lisa Lawrence who was involved in the project. Governor approval of the project was given and it was agreed that Sian Hopkins would be the Link Governor in this matter.

39

[REDACTED]

40 CONFIDENTIAL ITEMS

Minute 39.

41 DATE OF NEXT MEETING

Monday 23rd March 202 commencing at 6:30pm.

Meeting concluded.

Signed:



Chair of Governors